

Revised 7/82

RCRA COMPLIANCE INSPECTION REPORT
TSD FACILITIES CHECKLIST

Section A - General Facility Standards:

1. Does facility have EPA Identification No.? (265.11 - Identification Number) ☒ Yes ☐ No

A. If yes, EPA I.D. No. N M 0 8 3 2 1 2 3 3 2
If no, explain _____

2. Has facility received hazardous waste from a foreign source? (265.12 - Required notices) ☐ Yes ☒ No

A. If yes, has he filed a notice with the Reg. Admin. ☐ Yes ☒ No N/A

Waste Analysis

3. Does the facility have a written waste analysis plan? (265.13 - General Waste Analysis) ☒ Yes ☐ No

A. If yes, is a copy maintained at the facility? ☒ Yes ☐ No

B. If no, question #4 not applicable.

4. If yes, does it include:

A. Parameters for which each waste will be analyzed? ☒ Yes ☐ No

B. Test methods used to test for these parameters? ☒ Yes ☐ No

C. Sampling method used to obtain sample? ☒ Yes ☐ No

D. Frequency with which the initial analysis will be reviewed or repeated? ☒ Yes ☐ No

1. If yes, does it include requirements to re-test when the process or operation generating the waste has changed? ☒ Yes ☐ No

E. (For off-site facilities) Waste analyses that generators have agreed to supply? ☐ Yes ☒ No N/A

F. (For off-site facilities) Procedures which are used to inspect and analyze each movement of hazardous waste including: N/A

1. Procedures to be used to determine the identity of each movement of waste? ☐ Yes ☐ No

2. Sampling method to be used to obtain representative sample of the waste to be identified? ☐ Yes ☒ No

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5. Does the facility provide adequate security to minimize the possibility for the unauthorized entry of persons or livestock onto the active portions of the facility?
(265.14 - Security)

☒ Yes ☐ No

If no, describe inadequacies. (Use narrative explanations sheet.)

If yes, is security provided through:

- A. 24-hour surveillance system? (e.g. television monitoring or guards)

☒ Yes ☐ No

OR

- B. 1. Artificial or natural barrier around facility
(e.g. fence or fence and cliff)?
Describe type of security

☒ Yes ☐ No

AND

2. Means to control entry through entrances (e.g. attendant, television monitors, locked entrance, controlled roadway access)?
Describe type of security.

☒ Yes ☐ No

Include a drawing indicating any inadequacies in the facility's security system..

6. Is a sign with the legend, "Danger-Unauthorized Personnel Keep Out," posted at the entrance to the active portion of the facility?
(265.14 - Security)

☒ Yes ☐ No

Is it written in English and legible from at least 25 feet? ☒ Yes ☐ No

(NOTE: The sign must be written in any other language predominant in the area surrounding the facility (e.g. In New Mexico and Texas areas bordering Mexico, the sign must be in Spanish).
Also in Spanish

If an existing sign with a legend other than "Danger-Unauthorized Personnel Keep Out," what does that legend say?

General Inspection Requirements

7. A. Does the owner/operator maintain a written schedule for inspecting: (265.25 - General Inspection Requirements)

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1. Monitoring equipment? (If applicable) ☐ Yes ☒ No
2. Safety and emergency equipment? ☒ Yes ☐ No
3. Security devices? ☒ Yes ☐ No
4. Operating and structural equipment (if applicable) ☒ Yes ☐ No
5. Does the schedule or plan identify the types of problems to be looked for during inspection? ☒ Yes ☐ No
 - a. Malfunction or deterioration (e.g. inoperative sump pump, leaking fitting, eroding dike, corroded pipes or tanks, etc.) ☒ Yes ☐ No
 - b. Operator error ☒ Yes ☐ No
 - c. Discharges (e.g. leaks from valves or pipes joint breaks, etc.) ☒ Yes ☐ No
- B. Is a written schedule for these inspections maintained at the facility? ☒ Yes ☐ No
 1. Are these inspections conducted? ☒ Yes ☐ No
 - a. Is a record of these inspections maintained in the inspection log? ☒ Yes ☐ No
8. Does the owner/operator have an inspection log? (265.15 - General Inspection Requirements) ☒ Yes ☐ No
 - A. If yes, does it include:
 1. Date and time of inspection? ☒ Yes ☐ No
 2. Name of inspector? ☒ Yes ☐ No
 3. Notation of observations? ☒ Yes ☐ No
 4. Date and nature of repairs or remedial action? ☒ Yes ☐ No
 - B. Are there any malfunctions or other deficiencies noted in the inspection log that remain uncorrected? (Use narrative explanation sheet). ☐ Yes ☒ No
 - C. Are records of the inspection log maintained at the facility for three (3) years? ☒ Yes ☐ No

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Personnel Training

9. Does the owner/operator maintain a personnel training program?
(265.16 - Personnel Training) ☒ Yes ☐ No
- A. If yes,
1. Is the program directed by a person trained in hazardous waste management procedures? ☒ Yes ☐ No
2. Is the program designed to prepare employees to respond effectively to hazardous waste emergencies? ☒ Yes ☐ No
3. Is a training review given annually? ☒ Yes ☐ No
- B. Does the owner/operator keep the following records:
1. job title and written job description of each position? ☒ Yes ☐ No
2. description of the type and amount of introductory and continuing training? ☒ Yes ☐ No
3. documentation that training has been given to employees? ☒ Yes ☐ No
- C. Are these records maintained at the facility? ☒ Yes ☐ No

Requirements for Ignitable, Reactive or Incompatible Waste

10. Does facility handle ignitable or reactive wastes?
(265.17 - Ignitable, Reactive, Incompatible Wastes) ☒ Yes ☐ No
- (Circle appropriate type(s) of waste(s).)
- A. If yes, is waste separated and confined from sources of ignition or reaction, (open flames, smoking, cutting and welding, hot surfaces, frictional heat) sparks (static, electrical or mechanical), spontaneous ignition (e.g. from heat producing chemical reactions) and radiant heat? ☒ Yes ☐ No
- B. Are smoking and open flame confined to specifically designated locations? ☒ Yes ☐ No
- C. Are "No Smoking" signs posted in hazardous areas where ignitable or reactive wastes are handled? ☒ Yes ☐ No
11. Check containers (265.17 - Ignitable, Reactive, Incompatible Wastes)
- A. Are containers leaking or corroding or bulging?
(Use narrative explanation sheet to explain containers in this condition.) ☐ Yes ☒ No
- B. Has the facility ever placed incompatible wastes together?
If yes, what were the results? (Use narrative explanation sheet). (Look for signs of mixing of incompatible wastes. e.g., fire, toxic mist, heat generation, bulging containers, etc.) ☐ Yes ☒ No

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Section B - Preparedness and Prevention

1. Is there evidence of fire, explosion or contamination of the environment? (265.31 - Maintenance and operation of facility) ☐ Yes ☒ No

If yes, use narrative explanations sheet to explain.

2. Is the facility equipped with (265.32 - Required equipment)

- A. Internal communications or alarm system? ☒ Yes ☐ No

1. Is it easily accessible in case of emergency? ☒ Yes ☐ No

- B. Telephone or two-way radio to call emergency response personnel? ☒ Yes ☐ No

- C. Portable fire extinguishers, fire control equipment, spill control equipment and decontamination equipment? ☒ Yes ☐ No

1. Is this equipment tested to assure its proper operation? ☒ Yes ☐ No

- D. Water of adequate volume for hoses, sprinklers or water spray system? ☒ Yes ☐ No

1. Describe source of water City of Albuquerque

2. Indicate flow rate and/or pressure and storage capacity if applicable. _____

3. Is there sufficient aisle space to allow unobstructed movement of personnel and equipment? (e.g. adequate aisle space in between barrels to check for leakage, corrosion and proper labeling, etc.) (265.35 - Required aisle space) ☒ Yes ☐ No

4. Has the owner/operator made arrangements with the local authorities to familiarize them with characteristics of the facility? (layout of facility, properties of hazardous waste handled and associated hazards, places where facility personnel would normally be working, entrances to roads inside facility, possible evacuation routes.) (265.37 - Arrangements with local authorities) ☒ Yes ☐ No

- If no, has the owner/operator attempted to make such arrangements? ☐ Yes ☒ No N/A

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5. In the case that more than one police or fire department might respond, is there a designated primary authority? (265.37 - Arrangements with local authorities) ☒ Yes ☐ No

If yes, indicate primary authority Bernalillo County.

- A. Is the fire department a city or volunteer fire department? City

6. Does the owner/operator have phone numbers of and agreements with State emergency response teams, emergency response contractors and equipment suppliers? ☒ Yes ☐ No
Are they readily available to the emergency coordinator? ☒ Yes ☐ No

(265.37 - Arrangements with local authorities)

7. Has the owner/operator arranged to familiarize local hospitals with the properties of hazardous waste handled and types of injuries that could result from fires, explosions, or releases at the facility? ☒ Yes ☐ No

If no, has the owner/operator attempted to do this? ☐ Yes ☒ No N/A

(265.37 - Arrangements with local authorities)

8. If the State, or local authorities decline to enter into the above referenced agreements, has this situation been entered in the operating record? (265.37 - Arrangements with local authorities) ☐ Yes ☒ No N/A

Section C - Contingency Plan and Emergency Procedures

1. Does the facility have a contingency plan? (265.52 Content of Contingency Plan) ☒ Yes ☐ No

A. If yes, does it contain:

1. actions to be taken in response to emergencies? ☒ Yes ☐ No
2. description of arrangements with police, fire and hospital officials? ☒ Yes ☐ No
3. list of names, addresses, phone numbers of persons qualified to act as emergency coordinator? ☒ Yes ☐ No
4. list of all emergency equipment at the facility? ☒ Yes ☐ No
5. evacuation plan for facility personnel? ☒ Yes ☐ No

2. Is a copy of the contingency plan maintained at the facility? (265.53 - copies of contingency plan) ☒ Yes ☐ No

3. Has a copy been supplied local police and fire depts.? (265.53 - Copies of contingency plan) ☒ Yes ☐ No

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4. Is the plan a revised SPCC Plan? (265.52 - content of contingency plan) ☒ Yes ☐ No
5. Is there an emergency coordinator on-site or within short driving distance of the plant at all times? ☒ Yes ☐ No
If yes, list primary emergency coordinator: Pat Dackin

Section D - Manifest System, Recordkeeping and Reporting

1. Has facility received hazardous waste from off-site since November 19, 1980? (265.71 - Use of manifest system) ☐ Yes ☒ No
- a. If no, questions 1, 2 and 3 not applicable.
- b. If yes, does the facility retain copies of all manifests? ☐ Yes ☐ No *ALL*
1. Are the manifests signed and dated and returned to the generator? ☐ Yes ☐ No
2. Is a signed copy given to the transporter? ☐ Yes ☐ No
2. Has the facility received any hazardous waste from a rail or water (bulk shipment) transporter since Nov. 19, 1980? (265.71 - Use of manifest system) ☐ Yes ☐ No
- a. If yes, is it accompanied by a shipping paper ☐ Yes ☐ No
1. Does the owner/operator sign and date the shipping paper and return a copy to the generator? ☐ Yes ☐ No
2. Is a signed copy given to the transporter? ☐ Yes ☐ No
3. Has the facility received any shipments of hazardous waste since November 19, 1980, which were inconsistent with the manifest? (265.72 - Manifest discrepancies) ☐ Yes ☐ No
- a. If yes, has he resolved the discrepancy with the generator and transporter? ☐ Yes ☐ No
1. If no, has Regional Administrator been notified? ☐ Yes ☐ No
4. Has the facility received any waste (that does not come under the small generator exclusion) not accompanied by a manifest? (265.76 - Unmanifested waste report) ☐ Yes ☐ No
- a. If yes, has he submitted an unmanifested waste report to the Regional Administrator? ☐ Yes ☐ No
5. Does the facility have a written operating record? (265.73 - Operating record) ☒ Yes ☐ No
- a. Is a copy maintained at the facility? ☒ Yes ☐ No

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5. b. Does the record include

1. Description and quantity of each hazardous waste and the methods and dates of its treatment, storage or disposal at the facility?
2. Location and quantity of each hazardous waste of at each location?
 - a. Is this information cross-referenced with specific manifest document numbers, if applicable?
3. (for disposal facilities only) Is the location and quantity of each hazardous waste recorded on a map or diagram of each cell or disposal area?
4. Record and results of waste analyses?
5. Reports of incidents involving implementation of the contingency plan? (if applicable)
6. Records and results of required inspections
7. Monitoring, testing or analytical data where required?
8. Closure cost estimates and for disposal facilities, post-closure cost estimates?

☒ Yes ☐ No

☒ Yes ☐ No

☒ Yes ☐ No

☒ Yes ☐ No *N/A*

☐ Yes ☐ No *N/A*

☒ Yes ☐ No

☒ Yes ☐ No

☒ Yes ☐ No

Section E - Plans and Reports

1. Have all plans and reports been visually inspected and /or been made available for inspection? (265.74 - Availability, retention and disposition of records)

☒ Yes ☐ No

List plans and/or reports not made available for inspection.

2. Did operator provide inspector with a drawing of the facility?

☒ Yes ☐ No

- a. If yes, please indicate which are hazardous waste facilities on the drawing.

In Part A Application

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3. Indicate types of hazardous waste facilities.

- ☒ Containers
- ☐ Tanks
- ☒ Surface Impoundments
- ☐ Waste Piles
- ☐ Land Treatment
- ☐ Landfill
- ☐ Incinerator
- ☐ Thermal Treatment
- ☐ Chemical, Physical and Biological Treatment
- ☒ Groundwater Monitoring Program

→ Copy of purchase order attached.

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